

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Sheriff - Coroner	(2) MEETING DATE 3/27/2012	(3) CONTACT/PHONE Ian Parkinson 781-4540	
(4) SUBJECT Request to approve an employment contract with James Voge to serve as the Commander of the Sheriff's Professional Standards Unit.			
(5) RECOMMENDED ACTION It is recommended that your Board approve and direct the Chair to sign the employment contract with James Voge to serve as Commander of the Sheriff's Professional Standards Unit.			
(6) FUNDING SOURCE(S) General Fund	(7) CURRENT YEAR FINANCIAL IMPACT \$61,190	(8) ANNUAL FINANCIAL IMPACT \$124,779	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation (Time Est. _____) <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A		(12) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(13) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(14) W-9 <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
(15) LOCATION MAP N/A	(16) BUSINESS IMPACT STATEMENT? No	(17) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date _____	
(18) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest			
(19) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: Sheriff - Coroner / Ian Parkinson
781-4540

DATE: 3/27/2012

SUBJECT: Request to approve an employment contract with James Voge to serve as the Commander of the Sheriff's the Professional Standards Unit.

RECOMMENDATION

It is recommended that your Board approve and direct the Chair to sign the employment contract with James Voge to serve as the Commander of the Sheriff's Professional Standards Unit.

DISCUSSION

The Sheriff's Office is responsible for handling complaints that are received by the public and conducting a proper investigation, if determined necessary and reporting the findings. In February of 2011, Commander Voge, a retired commander from the Los Angeles Police Department who ran the Internal Affairs Group, was hired as a temporary employee to oversee the Professional Standards Unit for the San Luis Obispo County Sheriff's Office. Commander Voge served with the Los Angeles Police Department for over 33 years and brought his invaluable knowledge and a wealth of experience to the San Luis Obispo County Sheriff's Office, particularly in the area of internal discipline. Since Commander Voge's hiring, the Professional Standards Unit has grown and developed new procedures, forms and reporting all under the supervision and direction of Commander Voge.

Temporary help is limited to 960 hours and in the first year of establishing this unit, it has been determined that in order to fulfill the strict legal requirements of the Professional Standards Unit, more hours are needed in order for Commander Voge to perform these duties. Therefore, the Sheriff's Office is requesting that Commander Voge be approved to work additional hours, up to 1,020, as a contracted employee for the remainder of FY 2011-12. Salary savings will be used to cover the additional hours over the 960 hours that were budgeted for temporary help. The contract will then continue through June 30, 2013 and it is projected that for FY 2012-13 the job requirements will be full time, or 2,080 hours. The FY 2012-13 proposed budget included Commander Voge as temporary help, or 960 hours.

So far in FY 2011-12 Commander Voge has accomplished the following:

- New and improved reporting , which include complaint forms and use-of-force reports.
 - These reports allow analysis of causal factors that assist in determining the proper handling and outcome for each incident.
- Implemented new policies and procedures to give a detailed understanding and plan for each reporting area.
- Purchased new software package, IA Pro
 - This software ensures the most efficient handling of citizen complaints, administrative investigations, use-of-force reporting, and other types of incidents, while providing the means to analyze and identify areas of concern.
- Brought experience and expertise regarding investigations of police officer deadly force incidents.
 - Commander Voge has taught this subject nationally and internationally. Patrol supervisors and detectives usually do not have the knowledge and/or experience to effectively handle these important

events. By maintaining the expertise of the Professional Standards Unit Commander, it allows the County to be assured that these incidents are investigated and handled appropriately from their inception.

- Developed an eight hour course titled "Officer-Involved Shootings and Lethal Use of Force by Law Enforcement" and teaches the class locally for the Sheriff's Office.
 - This course increases professionalism of the organization by obtaining training and expertise in an area that is rarely found in a mid-size agency such as the San Luis Obispo County Sheriff's Office.
 - This course was approved by the State's Commission on Peace Officer Standards and Training (POST), which sets minimum selection and training standards for California law enforcement.
 - Commander Voge is currently developing an eight hour Internal Affairs class that should be ready for submission to POST in 2012. These classes, with the addition of several POST classes taught by other Sheriff's Office personnel, illustrate the Sheriff's Office commitment to training and continuous improvement of all personnel.

Approval of Commander Voge's contract will enable the Sheriff's Office to achieve the following:

- Maintain the newly investigative policies and procedures developed for the Professional Standards Unit and evaluate the timeliness of investigations.
- Gradually assign simple investigations to field supervisors and mentor them to ensure a familiarization with the complaint process.
- Incorporate the newly developed use-of-force reports into the IA PRO system allowing early detection and proper evaluation of force incidents.
- Develop an Internal Affairs class to be created and taught by the Professional Standards Unit.
- Generate annual reports listing the type of complaints, complaint dispositions, and causal factors relating to sustained complaints or out of policy use of force incidents.

The Professional Standards Unit is a vital part of the Sheriff's Office that needs the qualifications, experience and leadership that Commander Voge possesses in order to ensure accurate representation regarding any Internal Affairs issues. By maintaining a Professional Standards Unit, the public receives the prompt and professional service that it deserves and the County minimizes liability in an area that has strict legal requirements.

OTHER AGENCY INVOLVEMENT/IMPACT

This contract has been discussed with County Human Resources and reviewed and approved by County Counsel.

FINANCIAL CONSIDERATIONS

The FY 2011-12 budget includes salary savings due to vacant positions. It is projected that Commander Voge's services are needed through the end of year for an additional 1,020 hours or \$61,190. The Sheriff's Office plans to use \$61,190 in salary savings to cover Commander Voge's services. If Commander Voge's contract is approved, he will work a full-time schedule in FY 2012-13 and the expense for this will be included in the Sheriff's Office FY 2012-13 budget. Due to the on-going need for this position, as explained in the discussion above, the Sheriff's Office is requesting that the Professional Standards Unit Commander be approved to work additional hours, up to 2080, as a contracted employee.

FY 2011-12

Temporary Help (Actual) -	\$ 57,430
Contracted Employee (requested) -	<u>61,190</u>
Total- FY 2011-12	<u>\$118,620</u>

FY 2012-13

Contracted Employee (requested)	\$124,779
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RESULTS

Maintaining and expanding the expertise of the Professional Standards Unit Commander to manage an area that has strict legal requirements allows the County to be assured that all incidents are investigated and handled appropriately, limiting the County's exposure to liability in law enforcement areas such as personnel complaints, use of force incidents, vehicle pursuits and traffic collisions.

This contract meets the County's Community-wide Results for a **Safe Community**: "The County will strive to create a community where all people—adults and children alike—have a sense of security and well being, crime is controlled, fire and rescue response is timely, and roads are safe."

ATTACHMENTS

1. Employee Contract, J. Voge 3-27-12